



**Minutes of a meeting of Nelson Town Council held on Wednesday 09<sup>th</sup>  
September 2020 via ZOOM**

**Commenced: 7.00pm - Concluded: 7.40pm**

**Councillors Present:** Councillors Zafar Ali [Chair], Faraz Ahmad, Omar Ahmed, Husnan Arshad, Ali Baig, Patricia Hannah-Wood, Nazeem Hayat, Fiona Holland, Mohammad Kamran Latif, Mohammad Sarwar, Russell Tennant and Sheila Wicks

**Absent Councillors:** Councillors George Adam, Zulfiqar Ali, Mohammad Aslam, Sadia Bashir, Laura Blackburn, Wayne Blackburn, Mashuq Hussain, Michelle Pearson-Asher, Nigel Pearson-Asher, Mohammad Sakib and Ikram Ul-Haq

**Non-Councillor (without voting rights):** None

**Officers:** Nick Harbour – Assistant Town Clerk [minute taker]

**Members of the Public:** None

2020/033 (TC)	<p><b><u>CHAIRMAN'S OPENING REMARKS</u></b> To receive the Chairman's opening remarks</p> <p>The Chairman welcomed all those present and thanked them for their attendance. He noted that this was the first meeting since the August break and hoped that Members were refreshed and ready for what promises to be a busy few weeks in the build-up to Christmas.</p>
2020/034 (TC)	<p><b><u>APOLOGIES FOR ABSENCE</u></b> To receive and approve apologies for absence and reasons given to the Assistant Town Clerk prior to the meeting.</p> <p>Proposed by Councillor Ali and Seconded by Councillor Holland, and <b>RESOLVED:</b> That the apologies received from Councillors George Adam, Zulfiqar Ali, Sadia Bashir, Wayne Blackburn, Mashuq Hussain and Mohammed Sakib are approved and accepted.</p>
2020/035 (TC)	<p><b><u>DECLARATIONS OF INTERESTS</u></b> To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.</p> <p>None declared.</p>
2020/036 (TC)	<p><b><u>ADJOURNMENT FOR PUBLIC PARTICIPATION</u></b> To adjourn the meeting for 15 minutes to allow members of the public to make representation on the business of the agenda for the meeting. No resolutions can be under public participation.</p>

	No members of the public were present at the meeting.
2020/037 (TC)	<p><b><u>REPORTS FROM BOROUGH AND COUNTY COUNCILLORS</u></b> To receive reports from the Borough or County Councillors</p> <p><u>Borough Council</u></p> <p>Councillor Ali had recently attended the Nelson Area Committee meeting whereby he noted just standard householder planning applications were the main area of discussion. He did highlight that enforcement action is now underway on the land next to Unity Hall, so hopefully some progress will be made on getting that land tidied up over the coming weeks/ months.</p> <p>Members noted the update.</p> <p><u>County Council</u></p> <p>No County Councillors present to give an update.</p> <p>A discussion took place around the potential re-organisation of Council's across Lancashire, and what the implication would be for the Town Council should this new structure come into place. Members were disappointed that there hadn't been any consultation with the Town Council's around this.</p> <p><b>Action:</b> The Assistant Town Clerk to contact County Councillors Ali and Iqbal and ask that written updates are provided for future meetings if they are not able to attend in person.</p>
2020/038 (TC)	<p><b><u>MINUTES</u></b> To approve the draft minutes of the Town Council meeting held on 08 July 2020 (previously circulated).</p> <p>Proposed by Councillor Tennant and Seconded by Councillor Latif, and <b>RESOLVED:</b> That the draft minutes of the Town Council meeting held on the 08 July 2020 be confirmed as a true record and be signed by the Chair.</p>
2020/039 (TC)	<p><b><u>UPDATE ON COVID-19</u></b> To receive an update around the action being taken in relation to the Covid-19 issue.</p> <p>Members are keeping an eye on the statistics being released by the Government. Despite minor improvements to figures in the local area, there is still cause for concern. Town Council meetings have reverted back to Zoom for the time being to ensure the safety of all Councillors, staff and public who attend them.</p> <p>A meeting is taking place between Pendle Borough Council Chief Executive Dean Langton where all Borough and Town Councillors are invited to discuss the next steps around ensuring the safety of local residents.</p> <p>Further Government guidelines are expected to be released in the coming days, including further restrictions on the number of people allowed to gather at social gatherings and potentially asking that people work from home again where possible.</p> <p>Members noted the update.</p>
2020/040 (TC)	<p><b><u>INTERNAL AUDIT</u></b> To note that the dates for the period for the exercise of public rights – Monday 17<sup>th</sup> August to Monday 28<sup>th</sup> September 2020.</p>

	<p>The Assistant Town Clerk asked that Members note the dates for the period for the exercise of public rights – Monday 17<sup>th</sup> August to Monday 28<sup>th</sup> September 2020.</p> <p>Members noted the update.</p>
2020/041 (TC)	<p><b><u>CHRISTMAS LIGHTS 2020</u></b> To consider a one year extension of the existing contract with LITE for the Christmas Lights in and around the town centre. There will be no increase in cost from last year and then a tender will go out for the 2021 contract next year.</p> <p>Proposed by Councillor Hannah-Wood and Seconded by Councillor Zafar Tennant, and <b>RESOLVED:</b> That approval is given to a one year extension of the existing contract with LITE for the Christmas Lights in and around the town centre. A tender will go out for the 2021 contract next year.</p>
2020/042 (TC)	<p><b><u>BENCHES</u></b> To discuss moving forward with the replacement of damaged benches around the town.</p> <p>A number of damaged benches have been reported to Councillors which will need either repairing or replacing. Councillors are requested to have a walk around their ward and identify which ones are going to need looking at and report back to the office with a list of what needs doing and where before quotes can be obtained to carry out the works.</p> <p><b>Action:</b> The Assistant Town Clerk to circulate a list to all Members of locations of the benches in each ward.</p>
2020/043 (TC)	<p><b><u>APPOINTMENT OF FACILITATOR</u></b> To note the appointment of the new Facilitator to lead on the Selina Cooper Project at Unity Hall.</p> <p>Charlotte Bill has been appointed as the new Facilitator to lead on the Selina Cooper Project at Unity Hall. Any Members wishing to speak to Charlotte are encouraged to attend the Unity Wellbeing Committee meeting to be held later this month.</p> <p>The update was noted.</p>
2020/044 (TC)	<p><b><u>AMENDMENT TO MEETING SCHEDULE 2020/21</u></b> To note an amendment to the Meeting Schedule 2020/21. The Unity Wellbeing Management Committee meeting needs to be moved from Wednesday 23<sup>rd</sup> September to Wednesday 30<sup>th</sup> September.</p> <p>Proposed by Councillor Hannah-Wood and Seconded by Councillor Zafar Latif, and <b>RESOLVED:</b> That the Unity Wellbeing Management Committee meeting is moved from Wednesday 23<sup>rd</sup> September 2020 to Wednesday 30<sup>th</sup> September 2020.</p> <p><b>Action:</b> The Assistant Town Clerk to send out the revised Meeting Schedule for 2020/21.</p>
2020/045 (TC)	<p><b><u>TRANSFERRED SERVICES</u></b> To receive reports and consider any actions required in relation to transferred services.</p> <ul style="list-style-type: none"> <li>a) CCTV monitoring</li> <li>b) MUGAs/Play Areas</li> <li>c) Parks Services</li> </ul> <p><u>CCTV monitoring</u></p>

	<p>The Assistant Town Clerk had circulated a report with the statistics from August. There were no significant cases that needed discussing.</p> <p><u>MUGAS and Play Areas</u> The MUGAS and Play Areas are currently closed due to Covid-19. Residents are still trying to gain access to the MUGA's despite the Town Council having fenced the entries off. Tim Horsley from Pendle Borough Council has been in touch with the Police to ask that they monitor the areas more frequently.</p> <p>The update was noted.</p> <p><u>Parks Services</u> The working group set up at the last meeting of the Town Council are still trying to set up a meeting with officials at Pendle Borough Council to discuss this. As agreed at the last meeting, the Town Council will be making the same contribution for 2020/21 as they did in 2019/20.</p> <p>The update was noted.</p>
2020/046 (TC)	<p><b><u>ANY ITEMS FOR DISCUSSION FOR A FUTURE AGENDA</u></b> To notify the Clerk of any matters for inclusion on the agenda of the next meeting.</p> <p>No matters were requested to be included on the next agenda.</p>
2020/047 (TC)	<p><b><u>DATE OF THE NEXT TOWN COUNCIL MEETING</u></b> To note the date of the next Full Town Council meeting is to take place on 14<sup>th</sup> October 2020 at Nelson Town Hall.</p> <p>There being no further business to discuss, the meeting was closed by the Chair at 7.40pm.</p>